



Embassy of the United States of America

Panama, Republic of Panama

September 20, 2006

Dear Prospective Offeror/Quoter:

The Embassy of the United States of America invites you to submit a firm fixed price quotation for (25) top freezer refrigerators, (36) freestanding gas range, (25) electric dryers, (37) top-load washers, and (74) dehumidifiers. The Request for Quotation (RFQ) consists of the following sections:

1. Standard Form SF-18;
2. Basic information, scope of work and technical qualifications;
3. Instructions, Late Quotations Rules and Evaluation Method; and
4. Clauses for Purchase Orders and BPAs Awarded by Overseas Contracting Activities

The Embassy plans to award a purchase order. You are encouraged to make your quote competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

Please read the RFQ carefully, and if you are interested, submit your quotation. Return the completed SF-18 to the address shown in Block 5a of the SF-18 by 4:30pm, September 25, 2006. Late quotations or oral quotations will not be accepted.

Sincerely,

Michael Aguilera
Contracting Officer

Enclosures: As stated.

*Apartado Postal 0816-02561, Panamá 5, República de Panamá
Teléfono: 207-7000 • Fax: 227-1964*

REQUEST FOR QUOTATIONS <i>(THIS IS NOT AN ORDER)</i>		THIS RFQ [] IS [] IS NOT A SMALL BUSINESS- SMALL PURCHASE SET-ASIDE (52.219-4)			PAGE OF PAGES 1 / 5	
1. REQUEST NO. SPMO70-06-Q-0063	2. DATE ISSUED 09/20/2006	3. REQUISITION/PURCHASE REQUEST NO.		4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING	
5a. ISSUED BY Michael Aguilera, Contracting Officer, Demetrio Basilio Lakas Street				6. DELIVER BY <i>(Date)</i>		
5b. FOR INFORMATION CALL: <i>(No collect calls)</i>				7. DELIVERY		
NAME Maria Lucia Ameglio Fax No. (507) 207-7141		TELEPHONE NUMBER		<input checked="" type="checkbox"/> FOB DESTINATION OTHER <i>(See Schedule)</i>		
		AREA CODE 507	NUMBER 207-7179			
8. TO:				9. DESTINATION		
a. NAME		b. COMPANY		a. NAME OF CONSIGNEE US Embassy Panama		
c. STREET ADDRESS				b. STREET ADDRESS Clayton Bldg 520, Demetrio Basilio Lakas		
d. CITY		e. STATE	f. ZIP CODE	c. CITY Panama		
d. STATE		e. ZIP CODE				
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS <i>(Date)</i>		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.				
11. SCHEDULE <i>(Include applicable Federal, State and local taxes)</i>						
ITEM NO. (a)	SUPPLIES/SERVICES (b)		QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
Purchase of Appliances						
001	Top freezer refrigerators		25	EA		
002	Freestanding gas range		36	EA		
003	Electric dryers		25	EA		
004	Top-load washers		37	EA		
005	Dehumidifiers		74	EA		
See attached page of detail requirements.						
12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)		d. CALENDAR DAYS
						NUMBER %
NOTE: Additional provisions and representations are are not attached.						
13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION	
a. NAME OF QUOTER						
b. STREET ADDRESS			16. SIGNER			
c. COUNTY		a. NAME (Type or print)		b. TELEPHONE		
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		AREA CODE	
					NUMBER	

U.S. Embassy Panama Appliances Requirements

Provide a firm-fixed price per item for the following requested items:

1. Item 001:

Top Freezer Refrigerators with the following features: 21 - 22 cu. ft. capacity, 4 spill proof adjustable shelves, 2 fresh food bins with humidity control crisper, 1 dairy bin, 1 adjustable shelf for freezer, 3 adjustable door bins, 2 stand alone ice trays, energy star compliant, white color, 110V.

2. Item 002:

Freestanding Gas Range with the following features: 30" wide, electronic ignition, 4 sealed burners, 5.0 cu. ft. capacity oven, self clean oven, electronic clock & electronic cook timer, 2 adjustable oven racks, include a broiler pan, storage drawer, white color.

3. Item 003:

Electric Dryers with the following features: 7.0 cu. ft. capacity, 5 clothes care cycles, fabric care 4 heat settings, automatic time dry, end of cycle signal, drum light, energy saver, white color, 110V.

4. Item 004:

Top-Load Washers with the following features: 3.2 cu. ft. capacity, 5 clothes care cycles, 3 water temperatures, 3 water levels, bleach dispenser, energy saver, white color, 110V.

5. Item 005:

Dehumidifiers with the following features: 40 pints/day, electronic control touch type, removable bucket, energy star compliant, color neutral, 110V.

Contractor Exclusions:

Any additional work other than specified.

Proposal Submission:

Complete all forms as requested by the solicitation instructions. Submit in writing (hard copy or fax) to:

Mr. Michael Aguilera
Contracting Officer
Embassy of the United States, Panama
Building 520, Clayton
Fax - 507-207-7141

All completed proposal submissions must be received by 4:30pm, September 25, 2006. Please call Mrs. Maria Lucia Ameglio at 507-207-7179 for any questions regarding the solicitation.

Instructions, Late Quotation Rules and Evaluation Method

- **Instructions**

Quotations should be sent to the address indicated in Box 5A. Please refer to the form SF-18 and the scope of work for additional details.

- **Late Quotation Rules**

Quotations must be received by 4:30 pm, September 25, 2006. Any quotation received after this deadline will not be considered.

- **Evaluation Method**

The US Embassy will use the method of best value technically acceptable to evaluate the quotations submitted. This method consists of the following:

- Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- Probable life of the item selected as compared with that of a comparable item;
- Warranty considerations;
- Maintenance availability;
- Past Performance; and
- Environmental and energy efficiency considerations.